BILL NO. S-90-07-24

SPECIAL ORDINANCE NO. S-189-90

AN ORDINANCE approving the awarding of Reference #931 by the City of Fort Wayne, Indiana, by and through its Department of Purchasing and **HANSEN SOFTWARE, INC.** for the Water Pollution Control Maintenance Department.

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA;

SECTION 1. That Reference #931 between the City of Fort Wayne, by and through its Department of Purchasing and **HANSEN SOFTWARE, INC.** for the Water Pollution Control Maintenance Department, is hereby ratified, and affirmed and approved in all respects, respectfully for:

> **the purchase of a laptop computer for closed circuit TV inspection system for the Water Pollution Control Maintenance Department;**

involving a total cost of Twenty-Five Thousand Four Hundred Fifty and no/100 Dollars ($25,450.00).

SECTION 2. Prior Approval has been requested from Common Council on July 10, 1990. Two copies of said Reference are on file with the Office of the City Clerk and made available for public inspection, according to law.

SECTION 3. That this Ordinance shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.

Councilmember

APPROVED AS TO FORM
AND LEGALITY

J. Timothy McCaulay, City Attorney

REF. NO.:	931
DEPT.:	WPC MAINTENANCE
DATE:	7/2/90
ITEM/SERV.:	LAPTOP COMPUTER

PURCHASING INFORMATION

ADVERTISED BID:	YES
DATES ADVERTISED:	3/5 & 3/12
OPENING DATE:	3/29/90
WRITTEN QUOTE:	
DUE DATE:	
VERBAL QUOTE:	
SINGLE SOURCE:	
NO. OF VENDORS NOTIFIED:	32
NO. OF VENDORS RECEIVING BID:	6
NO. OF VENDORS RETURNING BID:	1
NO. OF VENDORS DISQUALIFIED:	0
NO. OF VENDORS NOT RESPONDING:	31
DATE SENT TO DEPT FOR RECOMM.:	3/29/90
DATE RECOMMENDATION REC'D IN PURCH:	6/27/90
COUNCIL INFORMATION	DATES SENT EXTENSION DATES
DATE INFO SENT TO LAW DEPT.:	7/2/90
INTRODUCTION DATE:	7/10/90
DISCUSSION DATE:	7/17/90
PASSAGE DATE:	7/24/90
ORDINANCE NO.:	

REFERENCE NO. 931
LAPTOP COMPUTER TV SYSTEM
WPC MAINTENANCE
4/2/90

DESCRIPTION	HANSEN	INFOCEL
TOTAL BID	$25,450.00	NO BID
DELIVERY	14 DAYS ARO	

HANSEN
SOFTWARE INC

1745 Markston Road
Sacramento, CA 95825
US (800) 821-9316
CA (800) 542-6736
(916) 921-0883
FAX (916) 921-6620

March 26, 1990

FEDERAL EXPRESS DELIVERY

Department of Purchasing
City of Ft. Wayne
Allen County, Indiana
One Main Street, Room 350
Ft. Wayne, IN 46802

SUBJECT: W.P.C.M.D City Utilities "Laptop Computer TV Inspection System Bid #931

Dear Sirs,

Hansen Software is pleased to submit the enclosed bid to provide Maintenance Management & TV Inspection Software, to the City of Fort Wayne, Water Pollution Control Maintenance Department.

Hansen Software respectfully meets and exceeds the specifications/requirements listed herein the above referenced bid document. Fully interactive demonstration diskettes of the Maintenance/TV Inspection products have been submitted in advance to the appropriate persons.

Please don't hesitate to call us toll free at (800) 821-9316, if you have any additional questions.

Sincerely,

Chuck Kostal

W.P.C.M.D.
CITY UTILITIES
CITY OF FORT WAYNE

503 E. WALLACE ST.
FORT WAYNE, IN 46802
(219) 427-1255

BID PRICE PAGE
BASE BID

LAPTOP COMPUTER T.V. INSPECTION SYSTEM

BID PRICE $ 25,450 Twenty-five thousand four hundred fifty dolla
(Price in Words

DELIVERY AFTER RECEIPT OF ORDER: 14 days (Calendar)

VALIDITY OF PRICE ON BASE BID: 90 days (Calendar)

COMPANY NAME: Hansen Software Inc.

(Company Bidder's Signature)

Charles A. Hansen
(Bidder's Typed Name)

DATE: March 26, 1990

TOLL-FREE TELEPHONE NUMBER (800) 821-9316

W.P.C.M.D.

CITY UTILITIES

SPECIFICATIONS

LAPTOP COMPUTER T.V. INSPECTION SYSTEM
GENERAL PROVISIONS AND REQUIREMENTS

1. General

It is the intent and purpose of these specifications to secure for the W.P.C.M.D. the necessary equipment and accessories which shall comprise and furnish the system described above. A detailed list of components required is included and is the basis on which the supplier's proposal shall be made.

2. Materials, Workmanship and Omissions

All equipment, materials and workmanship shall be of the highest grade in accordance with modern practice. The equipment supplied shall be new and unused except for the necessary testing, calibration and transportation. Any omissions from the specifications of a detailed description concerning any point shall be regarded as meaning that only materials of the highest quality and correct type, size and design are to be used. All interpretations of these specifications shall be made on the basis of this statement.

3. Warranty

All items furnished in accordance with these specifications shall be covered by the manufacturer's and/or supplier's standard warranty or guarantee on new equipment. The minimum warranty period on new equipment shall be at least one year, to start after final acceptance by the owner. Final acceptance is defined as the point where training has been completed, operation and maintenance manuals have been supplied and all punch list items have been resolved.

4. Reference within this spec. to a brand name of manufacture name or spec. are for reference only, and may be supplied with an approved substitute of equal or better quality.

GENERAL PROVISIONS AND REQUIREMENTS

Experience:

The equipment to be furnished shall be the product of a qualified firm that is regularly engaged in the manufacture and supply of this equipment. A qualified firm shall be defined to mean one which has manufactured and sold twenty or more of the specified units during the past two years. A list of at least twenty users shall be supplied.

Parts and Service

To best serve the requirements of the the W.P.C.M.D., it is the intent of these specifications to secure equipment which can be properly maintained and serviced without the necessity of stocking an expensive parts inventory or being subjected to long periods of interrupted service due to lack of spare parts.

All suppliers submitting proposals shall have available a factory parts and service center. The center shall be staffed with full time technical, as well as order and shipping personnel during regular business hours and days. The factory center shall have toll free telephone or agree to accept all collect calls from owner and be convenient to air freight, bus or overnight parcel service. The supplier shall list its nearest parts and service location, plus any other pertinent information requested. Supply service information.

Exceptions and Acceptability

Exceptions to the component list and specification requirements, or failure to submit requested information shall be considered sufficient cause for rejection of a proposal. W.P.C.M.D., CITY UTILITIES, CITY OF FORT WAYNE, reserves the right to reject any/or all bids, to waive any and all informalities, to negotiate contract terms with the successful bidder, and the right to disregard all nonconforming, nonresponsive or conditional bids, if rejection or waiver is in its best interest.

Information to be furnished by Supplier:

Each supplier shall furnish the following information with its proposal: (Please check each item to indicate compliance)

A.	Bid Price Page	X
B.	Detailed Component List Including Spare Parts	X
C.	Complete System Specifications	X

D. Literature describing all major components in detail to include all optional equipment — X

E. Photographs of a complete unit identical to the one to be supplied — X

F. Compliance to the specifications shall be answered by a yes or no, and deviations and/or exceptions shall be clearly indicated on an attached sheet and referenced by component to aid in proper evaluation — X

G. Supply full details outlining warranty — X

H. Supply certified surety company's statement of readiness to furnish a 100% performance bond within 10-day notice — X

Refer to attached deviation sheet.

I. Supply full details outlining service policy including factory parts and availability of full-time staff (Technical, Order/Shipping) — X

Demonstration of the Equipment

The W.P.C.M.D. requires that each supplier demonstrate the equipment they shall supply prior to bid opening. Failure to demonstrate said equipment shall be cause for disqualification of the proposal. — X

Demo's provided to W.P.C.M.D in advance to allow adequate preview time.

Aftersale Service

Following the initial delivery of and training on the equipment and during the first year of operation, the manufacturer shall make at least two follow-up service calls on the equipment. These calls shall be made by qualified, trained personnel who are equipped with technical equipment for servicing the equipment. They shall also have with them an adequate supply of spare parts to restock the W.P.C.M.D. inventory, if needed.

Patent indemnification

The supplier shall indemnify and save harmless the W.P.C.M.D., City Utilities and City of Fort Wayne, and all City Utilities/Civil City personnel from all suits and actions of every nature and description brought against them or any of them, for or on account of the use of patented appliances, products or processes, and it shall pay all royalties and charges which are legal and equitable. Evidence of such payment or satisfaction shall be submitted upon request of the W.P.C.M.D., City Utilites and/or the City of Fort Wayne as a necessary requirement in connection with final execution of any contract in which such patented appliances, products or processes are used.

Performance Bond

Each bidder shall furnish with the bid document a statement from a certified surety company that they shall be prepared to furnish a 100% Performance Bond within 10 days after notification of the award. The Performance Bond shall be forfeited in the event the equipment is not delivered as specified or in the event it does not operate in accordance with the specifications.

Certificate of Insurance

The successful bidder shall supply a minimum of $1,000.000 of Bodily Injury and Property Damage Insurance, including but not limited to a Broad Form Liability Endorsement and Products and Completed Operations coverage. A Certificate of Insurance showing the $1,000,000 coverage shall be provided with the bid. Failure to supply the certificate of insurance shall be considered sufficient cause for rejecting the bid.

Bid Prices

Bid prices, including optional-item-bid-prices, for this system, as specified, shall include, but not be limited to, the following:

The complete system installed and delivered to W.P.C.M.D., City Utilities, 503 E. Wallace Street, Fort Wayne, Indiana.

DETAILED SPECIFICATIONS FOR LAPTOP COMPUTER T.V. INSPECTION SYSTEM

LAPTOP COMPUTER T.V. INSPECTION SYSTEM Hansen Software takes no exceptions to the specifications!

An onboard computer shall be provided to permit alphanumeric information to be entered on a Laptop computer. Laptop TV Inspection System shall use customized inspection and defect terminology, defined by the user on an office computer system, and be capable of downloading directly on to the LTIS located on the TV truck. LTIS computer shall use a minimum number of keystrokes to handle all observations, capable of having pop-up windows to display user defined problem codes. Camera footage displayed on the TV monitor shall be entered on the laptop computer, in addition to being displayed on the video tape recorder. Supplier shall provide all necessary training. Yes

Menu and system prompts shall include the following.

A. The ability to inventory individual main lines, include upstream and downstream addresses, size, type of pipe, length, invert elevations, and safety messages. Yes

B. The ability to enter inspection information, including date, time, weather, operator, tape number, starting tape footage, and custom-defined defects. Yes

C. The ability to enter free-form comments for each defect. Yes

D. The ability to enter an unlimited number of footage readings and observations, for each segment televised. Yes

Supplier shall provide all hardware and software necessary to upload all TV inspection results, either on a daily, weekly, or monthly basis, into an office resident IBM PC or PC-compatible computer. Office system must be capable of automatically recommending industry specific rehabilitation alternatives based on user-defined repair costs, resultant flow, rehabilitation effectiveness, and life expectancy factors and assumptions. The City must be able to revise these assumptions, by rehabilitation method to perform "what if" analysis. Yes

Supplier must provide an interface to the City's Data General infrastructure maintenance system. Price to include training (2 crews) and installation hardware (2 TV trucks). Yes Opional interface: see attach cost page

Listed below is a detailed listing of required system features and functions:

1. Able to download user-defined inspection tables directly into the Laptop TV Inspection System. Yes

2. Able to download manhole segments scheduled to be televised, by area and/or line segment. Yes

3. Able to enter new manhole segments, if found during TV inspection. Information to be entered, if available, to include upstream and downstream address, pipe type, length diameter, location, surface cover, basin area, upstream and downstream invert elevations, tap connections, and special comments. All items must be user-definable. Yes

4. Able to enter general TV inspection information during equipment set-up, including project number, TV date, operator, area, weather, VTR format, type number, location, surface cover, pipe size, length, type, upstream and downstream depth, joint length, and flow depth. All items must be user-definable. Yes

5. Equipped with convenient pop-up windows for all fields that are user definable, accessed by the operator by pressing a single function key. Yes

6. Able to accept a nine (9) digit alphanumeric manhole number (e.g. E240-0123). Yes

7. Able to indicate reverse set up, during TV inspection, and automatically display footage readings on a continuous basis. Yes

8. Operator able to use 1-4 quadrants and/or 1-12 clock positions in identifying defects. Yes

9. Operator able to identify separate defects at the same footage reading, of the following: Yes
   a. Cracks b. Joints
   c. Laterals d. Roots
   e. Debris f. Evidence of I & I
   g. Alignment h. Structural
   i. Picture Number

10. Operator to have a free-form line for each footage reading for general comments. Yes

11. Operator to be able to complete a manhole segment and review their observations on the screen, before printing. Yes

12. Operator must be able to make corrections after the line has been televised and initial observation completed. Yes

13. Operator must be able to save line observations in progress, turn off the system, and return at a later time to complete televising the line. Yes

14. Able to operate at least 4 hours on NiCad batteries or AC adapter. Yes
15. Able to print out field inspection hard copy reports. Yes

16. Able to upload TV Inspection information directly to office PC system using either 5 1/4" floppy diskette, 3 1/2" rigid diskette, or telephone modem, or Lap Link Communications Software (or equal). Yes

Required Hardware

Zenith 184 Laptop or equivalent, with the following minimum specifications:
1. 20 MB Hard Disk Storage
2. 640K RAM
3. 3 1/2" FLOPPY DISK DRIVE
4. Liquid Display Yes: see attach cost page
5. Parallel Printer Port
6. Serial Port
7. DOS 3.2
8. Laplink Comminication Software

DEVIATIONS SHEET

Subject: Performance Bonding

Hansen Software offers to the City of Ft. Wayne W.P.C.M.D a full one year warranty on the sotware products contained in our proposal, in lieu of the required performanace bonding.

Also, we extend a sixty (60) day evualation period which starts at the time of devivery, No payment for produts recieved is required during the first sixty days of system implementation.

The bid/proposal contained herein provides for the primary purchase of software. It has been our experience that bonding intangible items such as "user specific software" is impossible to secure bonding. To provide security and peace of mind, Hansen Software provides and supports the warranties discussed.

It would be well to point out that W.P.C.M.D. recomended and supports our warranty options in lieu of performance bonding.

Prescribed by the State Board of Accounts

Form No. 95 (Revised 1987)

BID, OFFER OR PROPOSAL FOR SALE OR LEASE OF MATERIALS

(Defined at I.C. 36-1-2-9.5)
(Please type or print)

Date: 3-27-90

1. Governmental Unit: City of Fort Wayne
2. County:
3. Bidder (Firm): Hansen Software Inc.
   Address: 1745 Markston Road
   City/State: Sacramento, CA 95825
4. Telephone Number: (916) 921-0883
5. Agent of Bidder (If applicable):

Pursuant to notices given, the undersigned offers bid(s) to City of Fort Wayne (Governmental Unit) in accordance with the following attachment(s) which specify the class or item number or description, quantity, unit, unit price and total amount.

The contract will be awarded by classes or items, in accordance with specifications. Any changes or alterations in the items specified will render such bid void as to that class or item. Bidder promises that he has not offered nor received a less price than the price stated in his bid for the materials included in said bid. Bidder further agrees that he will not withdraw his bid from the office in which it is filed. A certified check or bond shall be filed with each bid if required, and liability for breach shall be enforceable upon the contract, the bond or certified check or both as the case may be.

Signature of Bidder or Agent

BID OFFER OR PROPOSAL

Attach separate sheet listing each item bid based on specifications published by governing body. Following is an example of the bid format:

Class or Item	Quantity	Unit	Description	Unit Price	Amount
Software	1	1	Laptop Computer TV Inspection System		25,450

NON-COLLUSION AFFIDAVIT

STATE OF ~~INDIANA~~ California)
) SS:
Sacramento COUNTY)

The undersigned bidder or agent, being duly sworn on oath, says that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to induce anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

Hansen Software Inc.
Bidder Firm

Signature of Bidder or Agent

Subscribed and sworn to before me this 27th day of March 1990.

My Commission Expires: July 12, 1991

County of Residence: Sacramento, CA

Notary Public

Gloria Lucero
Notary Public Printed Name

OFFICIAL SEAL
GLORIA LUCERO
NOTARY PUBLIC CALIFORNIA
SACRAMENTO COUNTY
MY COMM. EXPIRES JULY 12,1991

ACCEPTANCE

There now being sufficient unobligated appropriated funds available, the contracting authority of _____ (Governmental Unit) hereby accepts the terms of the attached bid for classes or items numbered _____ and promises to pay the undersigned bidder upon delivery the price quoted for the materials stipulated in said bid.

Date: _____

Contracting Authority Members:

_____ _____
_____ _____
_____ _____

LAPTOP TV INSPECTION SYSTEM
INVITATION TO BID
DEPARTMENT OF PURCHASING

CITY OF FORT WAYNE
Allen County, Indiana
One Main Street, Room 350
Ft. Wayne, Indiana

Bid Opening Date: 3/29/90
Time: 11:00 AM
Bid Ref. Number: 931

Hansen Software, Inc.
1745 Markston Road
Sacramento, California 95825
Local: (916) 921-0883
US: (800) 821-9316

A PROPOSAL TO CITY OF FORT WAYNE
WATER POLLUTION CONTROL MAINTENANCE DEPT.
FOR THE IMPLEMENTATION OF A
LAPTOP COMPUTER TV INSPECTION SYSTEM

Page

I. OBJECTIVE 1

II. WASTEWATER COLLECTION MANAGEMENT SYSTEM 1
Condition Rating Module

III. LAPTOP TV INSPECTION SYSTEM (LTIS) 2

IV. SYSTEM FEATURES 4

V. TRAINING AND CUSTOMER SUPPORT 5
- A. User Training
- B. Comprehensive System Manual
- C. Online Interactive Customer Support
- D. Users' Publication
- E. Service and Maintenance Warranty

VI. SYSTEM EXPANSION, ENHANCEMENTS & SECURITY 7
- A. System Expansion
- B. Software Enhancements
- C. Local Area Networking (LAN)
- D. Data Security
- E. Licensing and Non-Disclosure

VII. Professional Backgrounds and Experience 9

VIII. Implementation Costs 10

A PROPOSAL TO CITY OF FORT WAYNE
WATER POLLUTION CONTROL MAINTENANCE DEPT.
FOR THE IMPLEMENTATION OF A
LAPTOP COMPUTER TV INSPECTION SYSTEM

I. OBJECTIVE

Hansen Software Inc., Sacramento, California, is proposing to the City of Fort Wayne the purchase and installation of its Wastewater Collection Management System (WCMS) and Laptop Television Inspection System (LTIS).

II. WASTEWATER COLLECTION MANAGEMENT SYSTEM

The Wastewater Collection Management System (WCMS) is used to control and track the underground maintenance of sewage lines. It provides management with a control and planning tool whichan greatly enhance daily operations and reduce costs ofsystem repair, rehabilitation and replacement.

The objectives of the Wastewater Collection Management System are to:

- Track maintenance activities for correlation with sewer characteristics, i.e., length, pipe type, elevation, recurring problems, etc.
- Provide for maintenance scheduling, planning, and reporting.
- Forecast maintenance work load requirements.
- Generate scheduled and unscheduled work orders.
- Decrease unscheduled maintenance and optimize scheduled maintenance.
- Monitor work order completion.
- Provide a basis for defining the capitalized sewer inventory value.
- Provide management reports for:
  - Budget preparation
  - Strategizing maintenance versus replacement
  - Maximizing maintenance plans
  - Minimizing financial losses
  - Maintenance activity documentation by
    - Location
    - Type of activity
    - Period of time

III. LAPTOP TV INSPECTION SYSTEM (LTIS)

The Laptop TV Inspection System (LTIS) is used to input TV Inspection information during actual in-field inspections. The data can be uploaded into an existing Hansen's Wastewater Collection Management System.

The significant features of the LTIS are as follows:

- TV Inspection Table Download
- TV Inspection Data Entry System
- TV Inspection Data Upload

The user-definable features include:

- User-defined codes for downloading
- LTIS allows operators to customize codes (cracks, alignment, structural joints by footage, etc.)
- LTIS displays a "Help Menu" with customized user-defined codes to assist operators.

LTIS allows operators to define key Wastewater Collection System attributes. This includes manhole type, manhole depth, invert elevation, slope, manhole numbers (upstream and downstream), addresses (downstream and upstream), as-built map number, year built, video tape number, last TV date, length, line location, map reference number, x and y coordinates, special messages, and more.

- LTIS prints in-field or office hardcopy reports.
- LTIS stores information on 3 1/2 or 5 1/4 diskettes.

The data entry capabilities of the Laptop TV Inspection System include:

- Enables operators to add main lines not currently in the database.
- Allows operators to add TV Inspection records for specific main lines.
- Allows operators to add multiple footage readings for specific main lines.

* LTIS interfaces with most maintenance software systems including Hansen's Wastewater Collection Management System (WCMS) at a nominal fee.

Condition Rating Module (Included)

The Condition Rating Module is also an integrated subsystem of WCMS and LTIS. The Condition Rating Module consists of three segments that are used to assist in prioritizing line maintenance activities based on standard test criteria.

The three segments of the Condition Rating Module include the following:

- TV Inspection
  The TV Inspection portion of the Condition Rating Module records and tracks footage readings ascertained from closed-circuit video taping of sewer lines. The TV Inspection system records defects (laterals, alignment, structural, etc.) that can be scored and ranked to determine priority maintenance work orders.

  A TV Inspection Summary Report lists all main lines, defect values, and total weighted scores, ranked in order of highest score to lowest score.

- Smoke and Dye Test (Optional)
  The Smoke and Dye Test portion of the Condition Rating Module is similar to the TV Inspection system, and records multiple footage readings where smoke is detected in a line. Each main line can be assigned a score based on testing information, and ranked in order from highest score to lowest score.

- Manhole Inspection (Optional)
  The Manhole Inspection portion of the Condition Rating Module records the results of physical manhole inspections. Multiple defects can be assigned values based on the defects found by inspection crews. The system is able to display all manholes and their defects, ranked from highest score to lowest score.

  A Manhole Inspection Summary Report is available to list all manholes and their defect values for either the entire system or individual areas.

IV. SYSTEM FEATURES

Hansen Software's system architecture contains several unique and innovative features, including:

- User friendly color screens (the system will also run on a monochrome display).
- Both menu-driven and transaction-driven capabilities. Users may select from a menu, but may also use transaction IDs to switch from screen-to-screen without returning to a menu.
- A Data Base Query Language that allows the user to produce "ad hoc" reports for management or operations personnel.
- A Data Base Query Language that can also produce ASCII code from the data base for use with popular spreadsheet, graphics or CAD/CAM systems.
- Screen titles that may be modified to provide users with their own terminology.
- Security that can be provided for any data or set of data in the systems.
- Tables to allow users to tailor codes and descriptions to meet their own needs.
- An archival procedure to allow the user to selectively archive data to another medium, and thus free up space on the primary device.

Hansen Software's ad hoc inquiry capability is unique in allowing its users to query multiple tables with a single command, support full wildcard matching, allow for dynamic sorting of query output, and maintain data table security.

V. TRAINING AND CUSTOMER SUPPORT

Training and ongoing technical support are key factors in establishing and maintaining a successful computerized maintenance management system. Hansen Software training and customer support consists of a series of integrated training programs to assure the appropriate start-up and management of the maintenance system.

User Training

The Hansen Software user training program assumes no prior knowledge or work with the computer. Training sessions are conducted by an experienced Hansen Software Customer Support Representative in a hands-on environment.

In addition to system operations training, lessons include procedures for periodically backing up (archiving) and restoring information on the data base.

Comprehensive System Manual

Hansen Software provides a comprehensive system manual to each user, with additional copies available at a nominal charge. This manual represents a step-by-step training aide to users that describes the various uses and applications of theWastewater Collection Management System and the Laptop TV Inspection System. The manual is organized to progressively introduce the system to the users, and provides a formal hardcopy of all reports available through the system.

Interactive Online Modem Customer Support

Hansen Software offers interactive online customer support for users covered by Hansen Software's Annual Service and Maintenance Agreement. This service requires Hansen Software customers to have a Hayes-compatible telephone modem and special memory-resident software.

This service enables Hansen Software's Customer Support staff to directly access the Agency's system via modem for customer support services. Specific features of this service include remote printing and file transfer, interactive user training sessions, and "computer video" capabilities that allow for recording and playback of each session. This service also allows, if necessary, to disable the user's keyboard to guide the user through the system without concern over inadvertent customer data entries.

Users' Publication

To facilitate its ongoing training and development, Hansen Software publishes its quarterly NETWORK newsletter. General topics discussed as part of our quarterly newsletters include the following:

- Alternative approaches to strategic maintenance decision making.
- Interfacing capabilities to other public works applications (telemetry controls, CAD systems).
- Uses for spreadsheet software (Lotus 1-2-3, dBase III & IV, R:Base 5000, Paradox).
- Communications and modems capabilities.
- Graphics
- Multi-user and local area networking (LAN).
- Upcoming enhancements from Hansen Software.

Service and Maintenance Warranty

Hansen Software systems include a 90 day service and maintenance warranty during which time our Customer Support staff is available to answer any of your questions at no charge. For those customers covered under the Hansen Software Annual Service and Maintenance Agreement, customers can continue to call the Customer Support Staff at (800) 821-9316 for the duration of the Agreement.

VI. SYSTEM EXPANSION, ENHANCEMENTS AND SECURITY

Hansen Software recognizes that ongoing changes are underway in the public works environment and understands that microcomputers will play an increasing role in managing public works infrastructure. As a result, Hansen Software has structured its system architecture to allow for continual expansion of its data base, with the added capability of accepting periodic software enhancements and releases.

System Expansion

Hansen Software's Wastewater Collection Management System and Laptop TV Inspection System can easily accommodate expansion in its system architecture to include (1) new areas, (2) growth within existing areas, and (3) changes within existing areas resulting from rehabilitation projects, all within a micro-computer environment.

System Enhancements

Hansen Software, Inc. schedules and releases periodic software enhancements and updates to all customers covered under the Annual Service and Maintenance Agreement. This ensures continued integration of ongoing technical developments in both the software and public works industries. This allows the Agency to obtain all enhancements and modifications to the WCMS Software Release Versions 3.X. All subsequent software releases, higher than 3.X, will be available to the Agency for a nominal charge.

Local Area Networking (LAN)

Hansen Software, Inc. utilizes Novell's Advanced NetWare operating system v2.0a, capable of driving ARCHNET, Ethernet, and other local area networking topological networks. Hansen Software's LAN capability is currently undergoing beta testing and is scheduled for release in the Spring 1988. Specific costs for implementing a LAN environment have been excluded from this proposal.

Data Security

Hansen Software recognizes the need to maintain separate security and access levels to the system. For instance, the Agency may wish to grant access to some personnel to "view" information only, while having other personnel able to "update" the data base. As part of the installation and training of WCMS and LTIS, Hansen Software's Customer Support Representative will help the Agency assign passwords and appropriate levels of access to the system.

Licensing and Non-Disclosure Agreement

Hansen Software systems incorporate several powerful software architectures that require separate licenses for their use. These licenses are included as part of this proposal, and cover Hansen Software's use of MDBS III (an extended network, post-relational database software), Norton-Lambert (customer support software) and RM/COBOL (runtime software).

Hansen Software, Inc. grants a non-assignable and non-transferrable perpetual license to the Agency to use the system software at your designated facility. Hansen Software, Inc. does not make available any Source Code related to the use of its internally developed software or software developed by its Licensor's. This ensures that all Hansen Software customers remain compatible with subsequent software releases and enhancements.

Finally, some proprietary information may be disclosed in the course of this project. The Agency and it's representatives need to agree to hold confidential any trade secrets or proprietary information that may be so designated.

VII. PROFESSIONAL BACKGROUNDS AND EXPERIENCE

Hansen Software, Inc. has a highly skilled staff of consultants, engineers, trainers, and data processing professionals available to complete the work identified in this proposal.

Robert J. Hansen, P.E.
Mr. Hansen, Chairman and Chief Executive officer, is a pioneer in developing and implementing public works management systems. Mr. Hansen began his career in the 1950's working with the State of Washington Highway Department, and during the 1960's worked for IBM in Sacramento and Washington D.C.offices, where he was a Sales manager, and later National Marketing Director of State and Local Government.

In 1972, Mr. Hansen founded R.J. Hansen & Associates, Inc. a custom mainframe software consulting firm specializing in state and local government applications. The company grew to five U.S. offices and a Canadian subsidiary, and was sold in 1981 to Grant Thornton International. Mr. Hansen received his B.S. from the South Dakota School of Mines, and M.S. from Iowa State University.

Charles A. Hansen
Mr. Hansen, Chief Operating Officer, is responsible for the daily management of the Company. Mr. Hansen began his career as a Senior Accountant in the San Francisco office of Arthur Anderson & Co., a Big Eight CPA firm. Later, Mr. Hansen worked as Vice President, Finance of Southwest Bancshares, A NYSE Texas Bank Holding company. Hired by a group of venture capital investors, Mr. Hansen was Vice President of a California based Silicon Valley computer graphics company where he helped arrange several rounds of financing. Mr. Hansen joined the Company full time in September 1986. Mr. Hansen received his B.S. from the University of California, Berkeley, and M.B.A. from the UCLA Graduate School of Management.

David Croom
Mr. Croom, Director Customer Support, joined the Company in August 1989 and is responsible for system training, installation, and user documentation. Mr. Croom's department is also responsible for planning and coordinating the Company's Annual and Regional User's Group Meetings. Mr. Croom received his B.A. in Communications at California State University, Sacramento as well as a Master's Degree in Computers and Education.

VIII. IMPLEMENTATION COSTS

SOFTWARE COSTS:	
Wastewater Collection Management System (WCMS)	$11,000
* Laptop TV Inspection System (LTIS)	5,000
Site Licensing	700
TOTAL SOFTWARE COSTS	$16,700
PROFESSIONAL FEES:	
Database Set-up & Preparation	$ 600
On-site Training	3,250
TOTAL PROFESSIONAL FEES	$ 3,850
ANNUAL SERVICE & MAINTENANCE FEES:	
Wastewater Collection Management System & Laptop TV Inspection System	$ 1,900
HARDWARE COSTS:	
(1) Zenith Z-184 Portable Laptop Computer w/20 Megabyte H.D. included. 3 1/2" F.D. (includes Laplink Comm. Software & Cabling)	$ 3,000
TOTAL IMPLEMENTATION COST	$25,450

* Includes manhole inspection and smoke & dye reporting modules at no additional charge to the City of Ft. Wayne.

OPTIONAL SERVICES:	
ASCII code interface to the City's existing Data General mainframe. Information shall be provided in ASCII code from the Data General mainframe and data shall be transferred in a fixed record format.	$ 6,000

SELECTED CUSTOMER REFERENCES

1. **City of Houston**
   Wasteload Control Branch
   306 McGowen Road, Room 200
   Houston, TX 77260-0126
   Henry Gregory, Manager
   (713) 525-9999

2. **City of Indianapolis**
   Department of Public Works
   City-County Building, Room 2401
   Indianapolis, IN 46204
   Greg Mitchell, MIS Manager
   Patrick Stevens, Dir. Public Works
   Gary Rodgers, Facilities Manager
   Rick Petrecca, Operations
   (317) 236-4400

3. **Little Rock Wastewater Utility**
   221 East Capitol
   Little Rock, AR 72202
   Lonnie Rech, Project Manager
   Michael Cutshall
   (402) 471-7571

4. **City of Lincoln**
   2021 27th Street
   Lincoln, NE 68503
   Lonnie Rech, Project Manager
   Michael Cutshall
   (402) 471-7571

5. **City of Glendale, Arizona**
   6210 W. Myrtle Avenue
   Glendale, AZ 85301
   Peter Corpus, Superintendent
   (602) 931-5561

6. **City of Portland**
   1120 SW 5th Ave., Room 400
   Portland, OR 97204
   David Singleterry, Pro. Mgr.
   (503) 796-7740

7. **City of Salem**
   410 20th Street S.E.
   Salem, OR 97302
   Jack Foust, Chief Eng. Tech.
   (503) 588-6063

8. **City of Grass Valley**
   125 East Main Street
   Grass Valley, CA 95949
   Rick Beckley, Superintendent

9. **Pima County Wastewater Management**
   130 West Congress
   Tucson, AZ 85707
   Robert Decker, Project Mgr.
   (602) 792-8676

10. **City of Salt Lake City**
    1530 South West Temple
    Salt Lake City, UT 84115
    Jim Lewis, Chief Finance Officer
    Craig Hansen, Org. Dev. Manager
    (801) 483-6733

11. **City of Oxnard**
305 W. Third Street
Oxnard, CA 93030
J.A. Yurko Jr.
(805) 486-4311

12. **City of Seattle**
Dexter Horton Building
710 2nd Avenue, Room 690
Seattle, WA 98104
Bette Robbins
(206) 684-7751

13. **Fallbrook Sanitary District**
431 South Main Street
Fallbrook, CA 92028
Paul Wilson
(619) 728-8310

14. **City of Sacramento**
Dept. of Public Works
Division of Water & Sewer
927 10th St. Suite 201
Sacramento, CA 95814
Tim Weiss
(916) 449-5898

15. **City of Klamath Falls**
City Hall 500 Klamath
Klamath Falls, OR 97601
John Elliott, Finance Dir.
(503) 883-5322

16. **City of Kalamazoo**
Dept. of Public Utilities
415 Stockbridge Ave
Kalamazoo, MI 49001
Leonard Batts, Asst. Util. Dir.
(616) 385-8149

17. **Nevada County**
Eric Road Adm. Bldg.
950 Maidu Ave.
Nevada City, CA 95959
Al Butterfield
(916) 432-1108

18. **City of Quincy**
Quincy Community Serv. Dist.
900 Spanish Creek Road
Quincy, CA 95971
Rick Walkemeyer
(916) 283-0836

19. **City of Holland**
Board Of Public Works
625 Hastings Ave.
Holland, MI 49423
Buz Haltenhoff, Supt.
(616) 392-4014

20. **Roseburg Urban Sanitation Dist.**
691 N.E. Alameda
Roseburg, OR 97470
Jon Phillips
(503) 672-1551

CITY OF FT. WAYNE
W.P.C.M.D., CITY UTILITIES
LAPTOP COMPUTER TV INSPECTION SYSTEM

I. Overview

The features and specifications for the Hansen Software LAPTOP TV Inspection System are grouped into the following categories:

- General System Features
- Software Functions and Capabilities
- Cost Management Capabilities
- Condition Rating Capabilities
- Laptop TV Inspection System
- Report Specifications
- Service and Maintenance Agreement
- Implementation Costs

II. General System Features

1. The system provides menu-driven and transaction-driven capabilities. Users may select from a menu, but may also use transaction IDs to switch from screen-to-screen without returning to the main menu.

2. The workstation version of the system shall be "copy protected". The operator will be able to make backup copies of the software for protection purposes.The software shall not be keyed to a certain piece of hardware or CPU, so as to allow its use on backup equipment.

3. The system will have interactive, nested, and context sensitive windows. Table codes must be displayed in windows with codes added interactively. History, costs, and inspections must be displayed in windows.

4. The system represents an established product specifically designed and produced for wastewater collection management operations. The system is not a prototype system, designed for other uses, or require major adaptations in order to support wastewater collection management activities.

5. This system includes the following:
   a. An SQL-Based Language that allows the user to specify and produce "ad hoc" reports.

b. User-assigned security passwords.

c. An archival procedure to selectively archive data to another medium, and thus free up space on the primary device.

d. The ad hoc query language that allows its users to query multiple tables with a single command, support full wildcard matching, allow for dynamic sorting of query output, and maintain table data security.

6. User-defined entries that allow the user to tailor a variety of codes and descriptions to meet their own needs. Minimum user-defined codes include:

a. Activity
b. Area
c. Authorization
d. District
e. Employee Identification Numbers
f. Equipment Types
g. Grease Types
h. Job Class
i. Line Location
j. Material Types
k. Pipe Types
l. Priority
m. Problem Types
n. Source
o. Tap Locations
p. Units of Measure

7. The software has external porting capabilities allowing the system to download current information to other software programs. At a minimum, output should be transferable to standard spreadsheet files and statistical software packages via ASCII format.

8. The system is complete with system documentation. The documentation includes a functional system description, system design information, sample reports, and operating instructions.

9. The vendor shall provide consultation and programming support. This will include a project manager, senior consultant, customer support, and telephone support.

10. The system shall provide for the updating of multiple files through a single data entry procedure.

11. The system is capable of interfacing with industry standard laptop hardware and software.

12. The system is maintainable by an essentially non-technical, non-engineering staff.

13. The system contains a backup and recovery capability to allow information to be restored in the event of a system malfunction.

14. The system operates on both color screens and monochrome screens for both PC and VAX systems.

15. The system can accommodate growth in municipal infrastructure to include new areas, growth within existing areas, and changes within existing areas resulting from rehabilitation projects.

16. The system notifies the user when the printer has run out of paper.

17. The system must operate either on MS-DOS or PC-DOS Version 3.X or higher.

18. PC Versions of the system must be upgradable to multiple user version (i.e., see Local Area Network capabilities - Section VII).

III. Software Functions & Capabilities

1. The system provides a physical inventory of main lines by size, length, material, age, invert elevations, design flow, measured flow, and user-defined comments.

2. The system is capable of storing "before" and "after" TV Inspection Reports.

3. The system provides a chronological history of all activities performed on all main lines, service connections, and manholes.

4. The system maintains a record of all main line stoppages. The system lists stoppages by user-defined time parameters.

5. The system provides a record of initiated and completed work orders.

6. The system can forecast maintenance work load requirements.

7. The system can generate both scheduled and unscheduled work orders.

8. The system provides a cross-reference capability. (i.e. service line address cross-referenced to main line location)

9. The system providesa information on the number of service lines on each main line and their location and direction from the main line.

10. The system must be flexible to allow for users to custom define various pipeline conditions and defect codes, including:
    a. Alignment
    b. Condition
    c. Crack
    d. Debris
    e. Inflow & Infiltration
    f. Joint
    g. Lateral
    h. Leak Size
    i. Leak Type
    j. Manhole Bench
    k. Manhole Cover
    l. Manhole Ring
    m. Roots
    n. Structural

11. Manholes use a nine (9) digit alphanumeric numbering system for identifying upstream and downstream manhole segments.

12. The system incorporates currently used work activity or authorization numbers.

13. The system provides a physical inventory of main lines by size, length, material, age, invert elevations, design flow, measured flow, and user-defined comments.

14. The system must provides a physical inventory of each manhole by depth, spacing, size, and location.

15. The system provides a map reference number X,Y coordinate points for each upstream main line segment.

IV. Cost Management Capabilities

Cost management capabilities include detailed reporting of costs associated with maintenance activities performed on the collection system, including labor, equipment and material costs.

Specific cost management capabilities include:

1. Record all labor, equipment, and material costs associated with main line, area manhole and service line activities.

2. Record period-to-date project costs.

3. Provide employee and equipment utilization information on a monthly and year-to-date basis.

4. Provide material usage and cost information on a monthly and year-to-date basis.

5. Compute unit cost of each activity (cost per foot, cost per manhole, cost per service line).

6. Compute the average hours required and average cost for each activity type.

7. Provide a detailed report and summary report of all costs incurred in the system.

8. List the number of jobs, number of hours, total costs and cost breakdown for each activity.

9. Allow each user to define their own fiscal year and report information monthly and year-to-date based on that same fiscal year.

V. Condition Rating Capabilities

1. The module records and reports data for three areas:

   - TV Inspections
   - Manhole Inspections - included on portable laptop TV Inspection at no additional cost.
   - Smoke and Dye Tests - included on portable laptop TV Inspection at no additional cost.

2. The module provides the following capabilities:

   a. Record multiple leaks found during smoke tests.

   b. Assign a rating to each main line based on the number and severity of leaks found during smoke tests.

   c. Record results of physical manhole inspections.

   d. Record inspection data (inflow/infiltration, conditions, etc.) gathered during TV and Manhole inspections.

   e. Compute a total rating based on the codes and weighted factors.

   f. Provide a detailed report and summary report of all TV inspections.

   g. Provide a detailed report and summary report of all Manhole inspections.

   h. Record recommended repairs.

   i. Provide a detailed and summary report of the results of the smoke and dye tests by area or the entire underground system.

   j. User definition of all TV and Manhole inspection defect values.

   k. User definition of all TV and Manhole inspection weighted factors.

3. Condition Rating Reports

   a. TV Inspection Hardcopy, Manhole Inspection Hardcopy, and Smoke and Dye Test Hardcopy.

   b. Main Line Repair Orders and Manhole Work Orders.

   c. Incomplete Manhole Work Order Report and Completed Manhole Work Order Report.

   d. Manhole Inspection Summary, TV Inspection Summary, and Smoke Test Summary.

VI. Laptop TV Inspection System

The Laptop TV Inspection System (LTIS) will be used to input TV Inspection information during actual in-field inspections. The data is uploaded into the existing office based Wastewater Collection Management System.

1. The Laptop TV Inspection System provides the following:

   a. TV Inspection Table Download - moving tables from an existing WCMS database onto a laptop computer.

   b. TV Inspection Data Entry System - actual off-line data entry system using an industry standard portable laptop computer.

   c. TV Inspection Data Upload - to transfer information gathered during TV inspection to the WCMS database.

2. The system provides user-defined defect codes including:

   a. Alignment
   b. Condition
   c. Crack
   d. Debris
   e. Inflow & Infiltration
   f. Joint
   g. Lateral
   h. Leak Size
   i. Leak Type
   j. Manhole Bench

3. The system prints both in-field or office hardcopy reports.

4. The system stores information on industry standard 3 1/2" or 5 1/4" diskettes.

5. The system provides the following data entry functions:

   a. Allows operators to add main lines not currently in the database, including manhole type, manhole depth, invert elevation, slope, manhole numbers, addresses, as-built map number, year built, video tape number, last TV date, length, line location, map reference number, X and Y coordinates, and special messages.

   b. Allows operators to add TV Inspection records for specific main lines.

c. Allows operators to add multiple footage readings for specific main lines.

d. Allow operators to completely shutdown their system after saving their work, and return at a later time to enter additional observations

6. The operator is able to visually review all entities for any given line before printing their final report.

7. The system is capable of displaying all user-defined codes using pop-up windows.

VII. **Report Specifications**

The following standard reports shall be provided:

1. TV Inspection Report--Upstream and downstream address, map number, pipe type, pipe size, depth of pipe, TV inspection date prior history, flow depth, area, weather, operator number, project number, VTR format, tape index number, surface cover, invert elevations, and condition rating information. (i.e. structural, I&I, root ratings, and main line)

2. Maintenance History Report--details address, locator map number and type of maintenance performed by date.

3. Sewer Backup Report--details backup problems by date, address, claim number, claim dollars, and maintenance performed.

4. Activity Summary Report--prepared for SED's Maintenance Management System weekly and details activity both by number and by district, including date, crew size, man hours, accomplishments, and remarks.

5. Daily Crew Report--details work activity, including job numbers, activity numbers, man hours, locations work performed, accomplishments, remarks, etc.

6. Workload Forecast Report--detail of planned preventive maintenance to be performed each month.

7. Physical Asset Inventory Report--detail of total miles, type, and purpose of lines.

Infocel

P.O. Box 18305
4800 Six Forks Road
Raleigh, NC 27609
(919) 783-8000

March 12, 1990

Ms. Gloria J. Goeglein
Purchasing Director
City of Fort Wayne
Purchasing Department
Room 350 City County Bldg.
Fort Wayne, IN 46802

Dear Ms. Goeglein:

Thank you for the opportunity to supply the City of Fort Wayne with a bid proposal for a Laptop Computer TV Inspection System for the Water Pollution Control Maintenance Department, your reference number 931.

Although Infocel does not wish to submit a proposal at this time, we would like to remain on your active bid list.

Your continued interest in Infocel is appreciated.

Sincerely,

Gayle Johnson
Direct Marketing Specialist

GJ:jcw

RECEIVED
1990 MAR 14 AM 10:40
PURCHASING

Read the first time in full and on motion by Burns, seconded by Talarico, and duly adopted, read the second time by title and referred to the Committee on City Utilities (and the City Plan Commission for recommendation) and Public Hearing to be held after due legal notice, at the Council Conference Room 128, City-County Building, Fort Wayne, Indiana, on _____, the _____, day of _____, 19____, at 6 o'clock P.M.,E.S.T.

DATED: 7-10-90

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Read the third time in full and on motion by Burns, seconded by Talarico, and duly adopted, placed on its passage. PASSED ~~LOST~~ by the following vote:

	AYES	NAYS	ABSTAINED	ABSENT
TOTAL VOTES	8			1
BRADBURY	✓			
BURNS	✓			
EDMONDS	✓			
GiaQUINTA	✓			
HENRY	✓			
LONG	✓			
REDD	✓			
SCHMIDT				✓
TALARICO	✓			

DATED: 7-24-90

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as (~~ANNEXATION~~) (APPROPRIATION) (GENERAL) (SPECIAL) (~~ZONING MAP~~) ORDINANCE RESOLUTION NO. S-189-90 on the 24th day of July, 1990,

Sandra E. Kennedy ATTEST
SANDRA E. KENNEDY, CITY CLERK

Charles B. Redd SEAL
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 25th day of July, 1990, at the hour of 11:00 o'clock A.M.,E.S.T.

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Approved and signed by me this 27th day of July, 1990, at the hour of 4:30 o'clock P.M.,E.S.T.

Paul Helmke
PAUL HELMKE, MAYOR

THE CITY OF FORT WAYNE

July 3, 1990

The Common Council
Fort Wayne IN

RE: Reference No. 931

Gentlemen and Mrs. Bradbury:

The Department of Purchases respectfully requests "Prior Approval" of Reference No. 931, with respect to the purchase of a laptop computer TV inspection system for the WPC Maintenance Department. Due to time constraints involved in the funding, the Department would like a "Prior Approval". The cost reflects the most responsive of one (1) vendor and should be awarded to Hansen Software Inc. in the amount of $25450.00. This will be assigned a purchase order number upon Councilmanic Approval.

DEPARTMENT OF PURCHASES

Gloria J. Goeglein

Gloria J. Goeglein
APPROVED:

CITY OF FORT WAYNE

Paul Helmke, Mayor

ATTEST:

Sandra Kennedy, City Clerk

Attachment

DIGEST SHEET

TITLE OF ORDINANCE: Special

DEPARTMENT REQUESTING ORDINANCE: Purchasing

SYNOPSIS OF ORDINANCE: An ordinance approving the award of Ref. No. 931 for the purchase of a laptop computer system for the WPC Maintenance Department. The cost reflects the most responsive of one (1) vendor.

S-90-07-24

EFFECT OF PASSAGE: Laptop computer for closed circuit TV inspection system.

EFFECT OF NON-PASSAGE: Prevent WPC Maintenance from implementing accurate system for maintaining sewer system inventory and maintenance history.

MONIES INVOLVED: Hansen Software $25,450.00

PRICE AGREEMENT:

PURCHASE ORDER: Yes

SOURCE OF FUNDING: WPC Maint 514-533-B101-4441

PRIOR APPROVAL: YES DATE: 7/10/90
(IF APPLICABLE)

BILL NO. S-90-07-24

REPORT OF THE COMMITTEE ON CITY UTILITIES

PAUL M. BURNS, CHAIRMAN
MARK E. GiaQUINTA, VICE CHAIRMAN
HENRY, LONG, TALARICO

WE, YOUR COMMITTEE ON CITY UTILITIES TO WHOM WAS

REFERRED AN (ORDINANCE) (~~RESOLUTION~~) approving the awarding of Reference #931 by the City of Fort Wayne, Indiana, by and through its Department of Purchasing and HANSEN SOFTWARE, INC. for the Water Pollution Control Maintenance Department

HAVE HAD SAID (ORDINANCE) (~~RESOLUTION~~) UNDER CONSIDERATION AND BEG LEAVE TO REPORT BACK TO THE COMMON COUNCIL THAT SAID (ORDINANCE) (~~RESOLUTION~~)

DO PASS	DO NOT PASS	ABSTAIN	NO REC

DATED: 7-24-90.

Sandra E. Kennedy
City Clerk